

**Middlesex Community College**  
**Librarian – Digital Services/Systems Librarian**  
(Community College Professional 18)  
**12-month Tenure Track Position**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** Middlesex Community College

**Hours:** 35 hours/week

**Salary:** \$61,255 approximate annual salary plus fringe benefits

**Closing Date:** October 10, 2014

**General Requirements:** ALA-accredited Master's degree in Library/Information Science or closely related discipline and at least one year of professional library experience. Demonstrated strong computer and information technology skills; knowledge of and experience with library information systems application modules and system configuration; knowledge of and experience with digital/electronic collection management; knowledge of and experience with website development and maintenance; excellent interpersonal, written communication skills; effective presentation skills.

**Preferred Skills and Ability:** Experience in an academic library proficiency in using relational database management tools (especially ODBC, MS Access and SQL); knowledge of and experience with emerging technologies (e.g., mobile applications); knowledge and experience in next generation library information systems and discovery layer service; experience using text-based protocols (e.g., SFTP and SSH); working knowledge of HTML and XML.

**General Responsibilities:** Working in a team environment to serve a diverse study body under the direction of the Director of Library Services, the successful candidate will: (1) coordinate and lead digital/e-resource activities including systems management, policy development and statistical reporting; (2) provide technical support for the Library information system; (3) configure system and OPAC modules; (4) develop and maintain the Library's web presence and other web applications; (5) perform other duties in a small academic library as assigned.

In addition, the individual will be expected to attend and participate in convocation and commencement ceremonies, serve on committees and task forces, and engage in professional development activities. This position may require work evening and occasional weekend work.

**Substitution Allowed:** Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience prepare them for the responsibilities of this position and by providing appropriate references.

**Application Instructions:** Send letter of intent, Board of Regents application (available at <http://mxcc.edu/jobs/>) resume, copies of transcripts, and the names of three references to:

:

**Noreen Wilson**  
**MIDDLESEX COMMUNITY COLLEGE**  
**100 Training Hill Road**  
**Middletown, CT 06457**  
**Fax: 860-343-5870**  
**Or email to: [MX-HR-Recruitment@mxcc.commnet.edu](mailto:MX-HR-Recruitment@mxcc.commnet.edu)**

For more information about Middlesex Community College please visit our website, [www.mxcc.commnet.edu](http://www.mxcc.commnet.edu)

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The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.